

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION  
OCTOBER 17, 2023 AGENDA**

<b>Subject:</b>	<b>Action Required:</b>	<b>Approved By:</b>
<p>An ordinance approving a Planned Zoning Development titled Forward Properties STR-2 PD-C located at 524 South Oak Street (Z-9602-B).</p> <p><b>Submitted By:</b></p> <p>Planning &amp; Development Department</p>	<p>√ <b>Ordinance</b> Resolution</p>	<p>Bruce T. Moore City Manager</p>
<p style="text-align: center;"><b>SYNOPSIS</b></p>	<p>The applicant is requesting that the 0.05-acre property, located at 524 South Oak Street, be rezoned from PRD, Planned Residential Development, to PD-C, Planned Development – Commercial, to allow for a Short-Term Rental (STR-2).</p>	
<p style="text-align: center;"><b>FISCAL IMPACT</b></p>	<p>None.</p>	
<p style="text-align: center;"><b>RECOMMENDATION</b></p>	<p>Staff recommends approval of the PD-C rezoning request. The Planning Commission voted to recommend approval by a vote of 9 ayes, 0 nays, 0 absent and 2 open positions.</p>	
<p style="text-align: center;"><b>BACKGROUND</b></p>	<p>The applicant proposes to rezone 0.05-acre property located at 524 South Oak Street from PRD, Planned Residential Development, to PCD, Planned Commercial Development, to allow for the use of the property as Short-Term Rental with a maximum stay of twenty-nine (29) days. The new residential structure and detached carport will be constructed on the site, as noted on the attached site plan.</p> <p>The request is in the Interstate 630 Planning District, and there is currently no structure on this site. To the north, east, and south is Residential Low Density (RL), developed with single-family and duplex uses.</p>	

**BACKGROUND  
CONTINUED**

West of the application site is a strip of Mixed Use (MX) developed with single-family and duplex uses. The Future Land Use Plan shows Residential Low Density (RL) for the requested area.

On June 20, 2023 the City Board of Directors passed Ordinance No. 22,274, regulating Short-Term Rentals within the City of Little Rock. The new ordinance establishes “development standards” for Short-Term Rentals. If approved, the applicant must comply with the newly established development standards as follows, in addition to all other requirements of the new ordinance.

Development Standards:

1. Hosting of private parties and special events such as weddings, receptions, and other similar gatherings is not allowed in Short-Term Rentals.
2. Tours for a fee are not allowed to anyone other than an Occupant.
3. The Occupancy Fee may include any meal to be served to paying guests; no other meal service is permitted.
4. Allowable signage is that as permitted by the Single-Family Residential Standard.
5. Parking plan must be provided with permit application. Off-Street Standard for STRs shall be provided in accordance with Little Rock Arkansas Code, Chapter 36 36-54 (e) (1). If on-street parking is proposed as an alternative to meet the above requirements, parking must be available for guest use within 330 feet of the STR and parking plan must address neighborhood impact. If the STR is proposed within a Design Overlay District, any alternate parking requirements, as provided in Little Rock, Arkansas Rev. Code, Chapter 36. Zoning, Article V. District Regulations shall be applicable.
6. Applicants shall provide a scaled floor plan that includes all of the rooms available for rent with location of windows, doors, and smoke detectors identified. Smoke detectors (certified) are required in all sleeping areas, in every room in the path of the means of egress from the sleeping area to the exit, and in each story with sleeping unit, including basements.
7. All sleeping areas must have two (2) ways of egress, one of which can be an operable window.
8. Proof of homeowner's fire, hazard, and liability insurance. Liability coverage shall have limits of not less than One Million Dollars (\$1,000,000.00) per occurrence.

**BACKGROUND  
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9. All persons operating a Bed and Breakfast House/Short-Term Rental (Type I & 2) shall meet all applicable requirements of the City of Little Rock's Municipal Code, Chapter 12, Fire Prevention and Protection, Article II. Arkansas Fire Prevention Code. Prior to use as a Bed and Breakfast House/Short-Term Rental (Type 1 & 2), the annual City of Little Rock, Building Code and Fire Marshal inspection fee must be paid and payment of annual Business License received.
10. Smoke alarms shall be installed; all smoke alarms shall meet local and state standards (current Fire Code). Smoke alarms shall be installed in all sleeping areas and every room in the path of the means of egress from the sleeping area to the door leading from the sleeping unit.
11. Carbon monoxide detectors shall be installed as directed by City Staff if there are fuel-fired appliances in the unit or the unit has an attached garage.
12. Five (5)-pound ABC-type extinguisher shall be mounted where readily accessible.
13. No recreational vehicles, buses, or trailers shall be visible on the street or property in conjunction with the Bed and Breakfast House/Short-term rental use.
14. Principal renter shall be at least eighteen (18) years of age.
15. Maximum occupancy. Maximum occupancy of any room or structure as a whole shall be determined by the Arkansas Fire Prevention Code.
16. Simultaneous rental to more than one party under separate contracts shall not be allowed.
17. The owner shall not receive any compensation or remuneration to permit occupancy of a Short Term Rental for a period of less than a one (1)-day rental.

The Planning Commission reviewed this request at their September 14, 2023, meeting and there were no objectors present. All owners of property located within 200 feet of the site, as well all Neighborhood Associations registered within the City of Little Rock, were notified. Please see the attached Planning Commission minutes for Staff's Analysis and the Commission's action.